

Item	Unit	FY 1974 Usage	FY 1974 Monthly Usage	Third- Quarter Usage FY 1975	% Inc.	% Dec.	FY 1974 Usage	FY 1975 Usage	% Inc.	% Dec.	FY 1974 3/4-Year Cost	FY 1975 3/4-Year Cost	% Inc.	% Dec.
Bond paper	ream sheet	12,271 6,135,500	3,068 1,534,000	1,489 744,500	51.5 51.5		9,204 4,601,625	7,882 3,941,000		14.4 14.4	\$11,330.41	\$19,741.53	74.2	
Writing paper	100- sheet pad sheet	172,307 17,230,700	43,077 4,307,700	18,000 1,800,000	58.2 58.2		129,231 12,923,100	70,822 7,082,200		45.2 45.2	24,560.43	17,968.29		26.8
Letter	box sheet	11,338 5,669,000	2,835 1,417,500	353 176,500	87.5 87.5		8,502 4,251,750	5,467 2,733,500		35.7 35.7	10,090.44	10,463.31	3.7	
Duplicat- ing paper	ream sheet (1) roll feet	163,554 81,777,000 826 276,700	40,893 20,446,500 206 68,600	35,672 17,836,000 118 49,000	12.8 12.8 43.7 28.6		122,679 61,339,500 619 207,525	82,051 41,025,500 358 121,000		33.1 33.1 43.2 41.7	150,359.94 19,385.01	133,366.33 12,028.80	11.3 37.9	
Columnar pads	50- sheet pad sheet	2,645 132,250	661 33,050	4,446 222,300	573.6 573.6		1,983 99,150	4,862 243,100	145.2 145.2		635.88	2,629.88	313.6	
Quadrille pads	50- sheet pad sheet	419 20,950	105 5,250	398 19,900	279.0 279.0		315 15,750	448 22,400	43.2 43.2		219.98	355.18	61.5	

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Graph paper	100-sheet pkg	480	120	0		100.0	360	1,320	266.7		\$ 216.00	\$ 910.80	321.7	
	sheet	48,000	12,000	0		100.0	36,000	132,000	266.7					
Carbon paper	box	1,689	422	300		28.9	1,266	934		26.2	736.35	1,635.08	122.1	
	sheet	168,900	42,225	30,000		28.9	126,675	93,400						
Manifold paper	ream	761	190	153		19.5	570	153		73.2	514.92	313.65		39.1
	sheet	380,500	95,000	76,500		19.5	285,000	76,500		73.2				
News-print	pad	172	43	17		60.5	129	97		24.8	141.90	123.44		13.0
Labels	sheet	8,600	2,150	850		60.5	6,450	4,850		24.8				
Brochure paper	pkg	37	9	0		100.0	27	16		40.7	369.90	213.28		42.3
	sheet	9,250	2,250	0		100.0	6,936	4,000		42.3				
Tracing paper	50-sheet pkg	4	1	0		100.0	2	0		100.0	8.19	0		100.0
	sheet	200	50	0		100.0	100	0		100.0				
Envelope	hd	37,692	9,423	12,270	30.2		28,269	27,734		1.9	43,643.61	50,063.43	14.7	
	ea	3,769,204	942,300	1,227,000	30.2		283,903	277,431		1.9				

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File guides	hd ea	1,600 160,000	400 40,000	0 0	100.0 100.0		1,200 12,000	640 64,000	46.7 46.7		\$ 96.00 \$ 64.00			33.3
Charge- out cards	ea	3,108	777	200		74.3	2,331	3,900	67.3		163.17	273.00	67.3	
File folders	box ea	3,703 370,337	926 92,609	4,908 81,138	430.0 12.4		2,778 227,827	6,997 290,085	151.9 27.3		13,819.59	25,679.64	85.8	
Fillers for all binders	pkg. sheet	16,184 809,200	4,046 202,300	912 90,550	77.5 55.2		12,138 606,900	5,900 339,950	51.4 44.0		2,231.52	1,636.36		26.7
Binders (except looseleaf)	ea	23,729	5,932	4,291		27.7	17,796	15,527		12.8	10,278.36	7,565.37		26.7
Index cards and card guides	hd ea	25,830 2,583,000	6,457 645,700	694 69,400	89.3 89.3		19,391 1,939,100	8,274 827,400	57.3 57.3		3,182.37	1,830.01		42.5
Pads and entire	ea	10,978	2,744	948		65.5	8,232	4,963		39.7	727.74	616.59		15.3

Item	Unit	FY 1974 Usage	FY 1974 Quantity Usage	Third- Year Usage FY 1975	of %	of %	FY 1974 Usage	FY 1975 Usage	of %	of %	FY 1974 3/4-Year Cost	FY 1975 3/4-Year Cost	of %	of %
Micro masters	bax ea	47 4,700	12 1,200	10 1,000		16.7 16.7	36 3,600	30 3,000		16.7 16.7	\$ 52.89 \$ 58.50	10.6		
Steno notebooks	ea sheet	23,364 2,336,400	5,841 584,100	4,824 482,400		17.4 17.4	17,523 1,752,300	15,516 1,551,600		11.5 11.5	2,265.72 4,482.96	97.9		
Labels	ea	110,531	27,627	26,001		5.9	82,896	46,575		43.8	546.12	352.54		35.4
Machine- calculating cards	ctr ea	1,885 18,850,545	471 4,710,136	331 3,310,000		29.7 29.7	1,413 14,137,908	1,192 11,920,500		15.6 15.6	16,312.65 14,900.14			8.7
Machine- calculating paper	ctr sheet	18,810 47,121,850	4,703 11,780,462	4,521 11,736,900		3.9 .4	14,109 35,341,386	13,177 35,674,850		6.6 .9	204,746.40 244,714.18	19.5		
Teletype paper	ctr sheet roll feet	2,348 6,702,000 54,437 25,511,050	587 1,675,500 13,609 6,377,762	292 889,000 7,754 3,726,330		50.3 46.9 43.0 41.6	1,761 5,026,500 40,827 19,133,286	823 2,500,600 31,972 15,031,490		53.3 50.3 21.7 21.4	25,211.13 72,556.26	15,253.93 70,494.88		19.5 2.8
Paper tissue	ctr ea	2,322 2,114,050	580 528,512	564 528,500		2.8 0	1,740 1,585,536	1,305 913,400		25.0 42.4	2,127.27 1,465.48			31.1

Item	Unit	FY 1974 Usage	FY 1974 Quarterly Usage	Need- to- Purchase FY 1975	% Inc.	% Dec.	FY 1974 Usage	FY 1975 Usage	% Inc.	% Dec.	FY 1974 3/4-Year Cost	FY 1975 3/4-Year Cost	% Inc.	% Dec.
Paper bags	bale ea	10,869 480,675	2,717 119,475	18 10,900	99.3 90.9		8,151 358,425	187 63,900	97.7 82.2		\$7,928.52 \$918.05		88.4	
Paper chipping sack	ea	91,253	22,813	0	100.0		68,439	41,250	39.7		4,790.79	2,887.50		39.7
Fiber- board boxes	ea	40,815	10,204	21,300	108.7		30,612	28,495	6.9		11,451.66	12,340.18	7.8	
Craft paper	roll feet	791 791,000	198 198,000	0 0	100.0 100.0		594 594,000	164 164,000	72.4 72.4		10,316.13	3,039.13		70.5
Paper tapes	roll feet	118,783 151,948,800	29,696 37,987,200	37,632 55,098,580	26.7 45.0		89,088 113,961,600	65,993 94,758,490	25.9 16.9		21,303.93	31,629.36	48.5	
Total	sheet feet	197,163,225 178,527,550	49,290,066 44,631,562	39,386,078 58,873,910	20.1 31.9		147,720,727 133,896,411	112,421,876 110,074,980	23.9 17.8					
Grand totals		375,690,775	93,921,628	98,259,988	4.6		281,617,138	222,476,856	21.0		\$672,321.18	\$690,014.80	2.6	

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